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PLANNING STAFF
WEEKLY REPORT FOR PERIOD ENDING 13 DECEMBER 1988

I. Progress Report on Tasks Assigned by the DCI/DDCI:

II. Items or Events of Major Interest that have Occurred During the Preceding Week:

A. PLANNING:

(1) On behalf of the D/L, responded to recommendations by the Deputy Inspector General for Audit on actions to improve the fiscal management of entities funded out of the Agency Reserve for Contingencies. Specifically, OL, in coordination with the Office of Financial Management (OFM) and the Directorate of Operations, will sponsor regulatory revisions designed to tighten up fiscal plans and provide written guidance to project managers setting up entities.

(2) At the request of the DDA, prepared comments for possible use by the DCI at the SIS promotion ceremony to be held 13 January. Included for the DCI's consideration were descriptions of major accomplishments of the Office of Logistics during FY88, challenges facing the Office in 1989 and beyond, and outstanding performances by individuals during the year.

(3) Prepared OL's input for a DA "Fact Book" which will contain basic information on each of the Offices in the DA. The "Fact Book" will be used for quick reference, briefings, familiarization readings, etc. It will describe the domestic and overseas activities of OL, the key issues facing the Office and OL's relationships with other Government agencies.

(4) Requested OL components to resubmit their 1991 initiatives in detailed format. These will be priority ranked before submission to the D/OL later in the month.

B. REGULATIONS:

(1) The following Logistics Instruction were published:

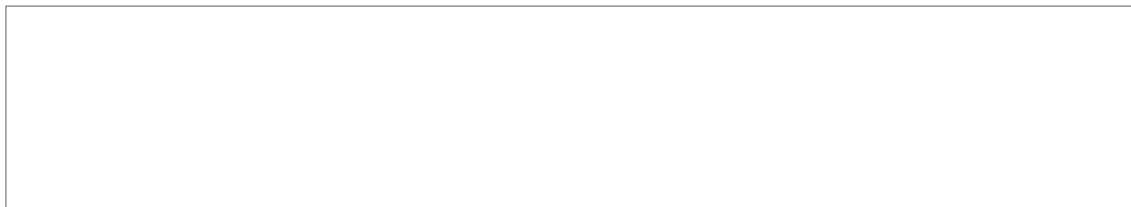
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(2) The following Employee Bulletin was originated by OL and forwarded to the Regulatory Policy Division for Agencywide concurrence and publication:

E.B. Copier Paper Shortages

(3) The following Agency regulations originating outside OL were reviewed, revisionary comments forwarded where applicable, and OL concurrence granted:

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C. Planning Staff is coordinating with FMG on an EEO request for accomplishments and goals relating to facility accessibility for handicapped personnel.

D. Set 16 December as the final date for submission of all 1989 MBO Milestone Charts.

III. Significant Events Anticipated During the Coming Week:

IV. Perspective of Staff Activity:

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